

**Egremont Water Department
Minutes of Meeting Nov. 14th, 2013**

Present: Steve Agar, Poly Lanoue, Jim Olmsted and Jack Muskrat

1. Meeting opened at 4:30 p.m. by Chairman Agar.
2. Minutes of previous meeting accepted as written.
3. Monthly newsletter article and annual town meeting report approved as written.
4. Signed the following:

operating expenses warrant	\$1,431.36
Sheffield Rd project expenses	\$1,079.53
Billing commitment	\$15,401.20
Payroll time sheets	
Jim's vacation request form 11/22 thru 12/8	
5. Broderick – Egremont-Gt. Barrington Road – put lien on house and property
6. Audit – two billing glitches identified by auditor – have been corrected.
7. Linda Tims – voted to pay her fee for taking next level license exam.
8. New billing software – same programs that are used at Town Hall – there will be no fee charges to town or water department.
9. Daily gallons – 28,000 to 31,000.
10. D.E.P. inspection – found four items to be done-all have been done:
 1. put label on chlorine jug in pumping room
 2. repair roof on clearwell
 3. replace wire mesh over air vent on clearwell
 4. submit new staffing plan and complete back flow prevention form.

Next meeting will be on Thursday, Dec. 12th at 4:30 p.m.

Meeting adjourned at 5:15 p.m. by Chairman Agar.

Respectively submitted:

Jack K. Muskrat
Egremont Water Department